

**PANDEMIC INFLUENZA ANTIVIRAL DISTRIBUTION PLAN
STANDARD OPERATING PROCEDURES (SOP)**

Under 42 USC 300hh-12(c), no federal agency shall disclose under section 552, United States Code, any information identifying the location at which pandemic influenza antiviral materials are stored. To the extent permitted by law, the parties agree that neither will disclose the nature of this effort and the terms of this agreement to any person or entity, except as may be necessary to fulfill its mission and statutory and regulatory responsibilities.

PRIMARY: Department of Health and Environmental Control (DHEC)

SUPPORT: Office of the Governor, Office of The Adjutant General, SC National Guard and Emergency Management Division; State Law Enforcement Division; State Department of Public Safety; Department of Transportation; Office of the Attorney General; State Budget and Control Board; State Department of Commerce, Division of Aeronautics; Department of Labor, Licensing and Regulation, Division of Professional and Occupational Licensing and Division of Fire and Life Safety; Department of Defense; American Red Cross; SC Baptist Association; SC Hospital Association; SC Medical Association; SC Pharmacy Association

I. INTRODUCTION

- A. The Pandemic Influenza Antiviral Distribution Plan is a plan written to provide for the distribution of antiviral medications and other federally held critical medical materiel to pre-identified healthcare providers in the event of a pandemic influenza in South Carolina. This plan provides for the receipt, staging, storing and distribution of these countermeasures in coordination with the South Carolina Strategic National Stockpile (SNS) plan.
- B. Purpose: This SOP implements S.C. Pandemic Influenza Antiviral Distribution Emergency Operations Plan Standard Operating Procedure which is incorporated into Annex 2, Appendix 5 “Mass Casualty Plan” of the SC Emergency Operations Plan (SCEOP). This SOP provides operational guidance to those who are assigned to work in ESF-8 at the State Emergency Operations Center and in all phases of pandemic influenza antiviral other federally held critical medical materiel distribution.
- C. Authorities and References:
 - 1. SC Emergency Operations Plan (SCEOP)
 - 2. SC Emergency Operations Center (SEOC) Plan
 - 3. SC DHEC Emergency Operations Plan
 - 4. SCDHEC, Office of Public Health Preparedness, Emergency Notification Plan

5. SC Mass Casualty Response Plan (aka HRSA Hospital Plan)
6. Title V, Emergency Preparedness and Response, section of the “Homeland Security Act of 2002”.
7. SC Emergency Health Powers Act, S.C. Code of Laws, Sections 1-3-420 and Sections 44-4-100 to -570.
8. Department of Health and Human Services Centers for Disease Control and Prevention Pandemic Influenza Preparedness Cooperative Agreement AA154, CFDA 93.283
9. SC Pandemic Influenza Plan
10. SC Strategic National Stockpile Plan
11. Department of Health and Human Services (DHHS)/ Centers for Disease Control and Prevention(CDC) *Pandemic Influenza Allocation and Distribution Plan: Guidance to Project Areas 11/8/2006*

- D. Organization: The DHEC Director of Emergency Management, Office of Public Health Preparedness, assisted by the DHEC Emergency Management Coordinator and other support staff will serve as the leader of ESF-8 response and recovery efforts, which includes all antiviral and other countermeasure distribution activities, and upon activation will be located at the State Emergency Operations Center (SEOC), 2779 Fish Hatchery Road, West Columbia, SC 29172. ESF-8 representatives will coordinate pandemic response efforts through each DHEC Regional Health Director and/or the Regional Director of Public Health Preparedness or their designee.

In support of ESF-8, the Office of Public Health Preparedness will coordinate among DHEC program areas, named support agencies and participating private sector resources to support antiviral distribution plans and pandemic response in accordance with this SOP. At the determination of the DHEC Commissioner, the DHEC Emergency Operations Center (DHEC EOC) may be activated to help coordinate other department responsibilities associated with a pandemic response.

The SEOC ESF-8 representative will coordinate and monitor pandemic response and recovery efforts. All WebEOC communications will be executed and monitored by the SEOC ESF-8 and monitored by DHEC EOC personnel. Pandemic response and antiviral distribution information will be provided to ESF-5 (Information & Planning) by ESF-8 as needed for the standard SEOC Situation Reports.

- E. Plan Hierarchy: The Antiviral Distribution Plan portion of the Pandemic Influenza Plan is written to be functional as incorporated as Annex 2, Appendix 5 “Mass Casualty Attachment of the South Carolina Emergency Operations Plan”. DHEC Health Regions are also required to have a Pandemic Influenza plan which includes an Antiviral Distribution Plan to function in coordination with this plan, the S.C. and Regional Strategic National Stockpile plans and the Regional Mass

Casualty plans. Operations in this plan are to be coordinated by ESF-8 and the ESF-8 SOP.

II. MISSION

The mission of the Pandemic Influenza Antiviral Distribution Plan is to rapidly and safely provide antiviral medications and other CDC approved countermeasures to pre-identified healthcare providers in South Carolina in accordance with the CDC antiviral priority groups when an influenza pandemic is present or imminent in the State of South Carolina.

III. SITUATION AND ASSUMPTION

A. Situation:

A pandemic influenza has been identified in the United States or State of South Carolina with sustained person to person transmission or is imminent in the state as it is occurring anywhere in the world.

B. Assumptions:

1. The State Emergency Operations Plan will be activated at OPGON 1.
2. The State Emergency Operations Center will be activated at OPGON 1.
3. The Governor will declare a State of Emergency, a Public Health Emergency and invoke the South Carolina Emergency Health Powers Act.
4. The South Carolina Emergency Management Division will activate the Statewide Mutual Aid Agreement.
5. All infrastructures including communications are intact.
6. All persons will lack immunity to the novel strain of the influenza virus.
7. In the first wave of a pandemic of a novel strain of influenza virus there will not be adequate vaccine to vaccinate the public to mitigate the effect of the virus on people.
8. Supplies of antiviral medication will be inadequate for long term prevention for the population.
9. CDC/DSNS current attack rate projections are 15-35%
10. The federal government is planning for the availability of adequate antivirals to treat 25% of the population with a combination of federal assets, joint state/federal assets and state assets.

IV. CONCEPT OF OPERATIONS

- A. South Carolina Department of Health and Environmental Control (DHEC) is responsible for developing, coordinating and maintaining procedures to support the Pandemic Influenza Antiviral Distribution plan as contained in the “Mass Casualty Attachment” of Annex 2, Appendix 5 of the SC Emergency Operations Plan in conjunction with ESF-8 and SC Emergency Management Division. DHEC is responsible for the coordination of all Pandemic Influenza administrative, management, planning, training, preparedness/mitigation, response, and recovery activities to include developing, coordinating, and maintaining the Pandemic Influenza SOP. All ESF-8 supporting agencies will assist DHEC in the planning and execution of the above.
- B. Coordination with all supporting and other appropriate departments/agencies and organizations will be performed to ensure operational readiness in time of emergency.
- C. DHEC shall provide an Emergency Management Coordinator or Alternate, designated by the Commissioner, to represent ESF-8 and the Pandemic Influenza Response at the SEOC, who, on the behalf of, or in the Commissioner's absence from the SEOC, shall act to meet the health responsibilities. This person will be the point of contact for ESF-8 and Pandemic Influenza Response activities at the SEOC.
- D. The South Carolina Pandemic Influenza Antiviral Distribution Plan provides for a two-pronged approach to meet the treatment needs of our citizens.
 - 1. The initially identified cases and contacts will be treated and/or prophylaxed with the initial purchase of antivirals stored at the Public Health Preparedness Pharmacy. These drugs will be delivered to the pharmacy permitted location in each of the eight DHEC Health Regions by the DHEC Bureau of Business Management upon notification by the SNS Pharmacist or designee. These drugs will also be used to prophylax first responder contacts to initial cases. Once the virus is widespread in the state, SCDHEC will cease ring prophylaxis as it will no longer be effective. These antivirals will be dispensed by DHEC in accordance with the DHEC Pandemic Influenza Antiviral Use Policy.
 - 2. The current allotment of antivirals (joint state/federal purchase and fully federal purchase) to South Carolina by the Department of Health and Human Services is approximately 1 million courses which will be available to treat approximately 25% of the state’s population. To maximize the effectiveness of the available antivirals, South Carolina will use these drugs to treat those that are actually infected with the

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virus in accordance with the Centers for Disease Control and Prevention (CDC) antiviral priority groups. If adequate supplies of antivirals are available this will be expanded to include CDC prophylaxis and prevention priority groups. These drugs will be delivered to healthcare providers who have agreed to follow the CDC and DHEC priority groups and have signed a Memorandum of Agreement (MOA) with DHEC. These providers will also provide a diagnosis of influenza prior to dispensing the limited supply of antivirals to the infected individuals. The numbers of antiviral regimens delivered to each health region will be roughly based on the population of that region with adjustments made to that quantity in accordance with the number of healthcare providers in the region.

The joint state/federal purchased antivirals (approximately 400,000 treatment courses) will be stored at the SCDHEC Public Health Preparedness Pharmacy, Columbia, SC and will be available for distribution to the pre-identified Region Distribution Sites as identified in the SC Strategic National Stockpile (SNS) plan. Once the Secretary of the Department of Health and Human Services has issued a declaration that the antivirals are a “covered countermeasure” and the Governor of South Carolina has activated the “SC Emergency Health Powers Act” and declared a “State of Emergency”, these antivirals will be transferred from Public Health Preparedness Pharmacy to the Receiving, Staging and Storage (RSS) Site and delivered by the procedures set forth in the SC SNS plan that provides for transport and security. Transportation will be provided thru ESF-1 and the SC Department of Transportation and security will be provided to the Region Distribution sites thru ESF-13, ESF-16, ESF-19 and include SC Law Enforcement Division, SC Highway Patrol, SC Bureau of Protective Services, SC Transport Police and the SC National Guard. The Region SNS plans provide for transport and security from the Region Distribution site to the final dispensing site (healthcare provider) for the effected individual.

- E. Once the World Health Organization (WHO) declares Phase 4 of an influenza pandemic when there is confirmed small cluster of limited human-to-human transmission of avian influenza, with spread being sustained but highly localized. The Director of the CDC on consultation with the Secretary of HHS, or his/her designee, will determine when to activate the Division of Strategic National Stockpile to begin the distribution of medical materiel based on the WHO Phase characterization and the severity of the disease. **Pre-pandemic and pandemic vaccines will not be stockpiled by the Division of Strategic National Stockpile.** Once the decision to deploy has been reached the medical materiel will be deployed to one location within each of the 62

CDC Public Health Emergency Preparedness (PHEP) project areas in the following manner:

- (1) Within 7 days the antiviral medications will be delivered to all CDC/SNS project areas.
- (2) The second deployment of assets will be masks and respirators. This deployment will begin upon completion of the antiviral deployment and will take 7 to 10 days to reach all CDC/SNS project areas.
- (3) The third deployment will occur upon completion of the deployment of the masks and ventilators. The materials shipped will be ventilators, other PPE, and IV antibiotics. 90% of the available supplies will be shipped with a 10% holdback for the state's to request. These additional supplies will be allocated on a case by case basis.
- (4) The final 10% may be requested from the CDC Director's Emergency Operations Center (DEOC) 770-488-7100. The CDC Director may deploy the State's entire request or modify the request and ship a different quantity.

** At this time the DSNS has not determined the notification plan as to arrival of shipments nor the security in transport to the state RSS site nor the shipping time frames for the third deployment. ***

- F. Once the declarations by the Secretary of the Department of Health and Human Services and the Governor of the State of South Carolina have been made, the State Emergency Operations Center will be at OPCON 1.
- DHEC will request the following resources to support this plan through the State Emergency Operations Center (SEOC): warehouse management and inventory tracking, on-site security, transportation and security during transport, communication, law enforcement and traffic control.
- G. The RSS site team will receive the antivirals and other medical materials from the Public Health Preparedness Pharmacy and from the Division of Strategic National Stockpile at the pre-identified RSS site.
- H. The antiviral medications will be staged for shipment to the DHEC Health Regions in accordance with the attached schedule. Other medical materials will be shipped upon request.
- I. Distribution: While the antiviral medications are being staged for shipment at the RSS site, the DHEC Region Health Director or designee in conjunction with local emergency management officials will ensure that the Region Distribution site is prepared to receive and distribute the antiviral medications to the healthcare providers who have signed the memorandum of agreement with DHEC. The Region Distribution site will meet the same specification as the RSS site. A memorandum of agreement is currently in place with the Department of

Labor, Licensing and Regulation, Board of Pharmacy to ensure temporary licensure of drug distribution locations. The DHEC Region Antiviral Distribution plan will provide for necessary support to offload the shipments, manage and track the inventory, on-site and transport security, and transportation of antiviral medications to the identified healthcare provider. The Region Antiviral Distribution plan will identify the individual at each healthcare provider who accepts custody of and signs for the antiviral medications. The Region Health Director of Designee will be the lead official at the Region Distribution site and will specify an individual to accept custody of the antiviral medications from the RSS site.

A running inventory of available antivirals will be maintained at the RSS and Region Distribution Sites in accordance with the SC SNS plan. Current DSNS plans provide for a paper packing slip to accompany each shipment. A decreasing balance inventory utilizing DHEC form 1285 SNS Perpetual Inventory Form will be used to accomplish this. All inventory will be received in and added to this log. As antivirals are shipped out the location where it is shipped to will be entered and the quantity shipped will be subtracted. DHEC Form 1287 SNS Oral Medication Request Form will be utilized as the invoice and packing slip for all medications. Healthcare providers will request antiviral medications using the procedures described in the Region Antiviral Distribution plan. Other medical materiel may be requested by hand writing the requested item on the DHEC 1287 form. The DHEC for 1285 and 1287 is available on <http://dhecnet> under the technologies tab –RIMS -PDF forms.

- J. Healthcare providers: Since there will only be enough antiviral countermeasures to treat those citizens who are actually infected with the virus, DHEC has identified the following types of providers to receive antiviral medications.
- (1) Hospitals, particularly those hospitals with negative pressure rooms and adequate staff and ventilators to treat large numbers of infected individuals. Included in the hospital's number will be treatment courses for patients in any temporary expansion unit associated with the hospital.
 - (2) Primary Care Physicians
 - a. Family Practice
 - b. Internal Medicine
 - c. Pediatricians
 - d. Obstetricians/Gynecologists
 - e. Primary Healthcare Centers
 - f. Episodic Clinics
 - (3) Nursing Homes
 - (4) Institutional facilities particularly those with confined populations

These providers will follow their usual and customary record keeping for the dispensing of pharmaceuticals to their patients. These providers will also sign a

memorandum of agreement with DHEC to follow the antiviral priority groups as established by the Department of Health and Human Services and DHEC. These providers will also agree to follow the reporting and tracking of all data related to this dispensing such as emergence of resistance, and reporting adverse reactions thru the Food and Drug Administration Medwatch program.

K. Investigational New Drug (IND) or Food and Drug Administration Emergency Use Authorization (EUA):

Countermeasures that have not completed the Food and Drug Administration approval process may be dispensed as an investigational new drug (IND) or on an Emergency Use Authorization (EUA). The CDC designated lead center, institute or office will obtain approval from the FDA to use specific IND protocols for medical countermeasures. The CDC will provide the forms that patients must read and sign to give informed consent at the time of the event. CDC will provide the latest versions of the protocols, authorizations and instructions for use to be distributed with the countermeasure. In the event that countermeasures are required that have not completed the FDA approval process and are not being dispensed as an IND, DHEC will ensure that a FDA Emergency Use Authorization has been obtained by the manufacturer and all appropriate paperwork will be distributed with the countermeasure to the DHEC Public Health Region Distribution site for distributing with the antiviral or other countermeasure to the healthcare provider. These healthcare providers will be informed of the conditions under which the countermeasures can be dispensed as are set forth by the FDA Commissioner at the time that the Emergency Use Authorization is granted such as:

- (1) distribute FDA approved information for healthcare providers or authorized dispenser
- (2) distribute FDA approved information for recipients
- (3) monitoring and reporting adverse events
- (4) records maintenance

L. A memorandum of agreement currently is in place with the Department of Labor, Licensing and Regulation, Board of Pharmacy to insure temporary licensing of drug distribution sites in a Governor declared emergency. This waiver is for the duration of the declaration or 30 days which ever is less. After 30 days, a new declaration will be required.

M. The federally recognized Catawba Indian Nation antiviral distribution plan will be described in the DHEC Region 3 Pandemic Influenza Antiviral Distribution Plan.

N. Communication: The communications function ensures the timely flow of information used in the decision making process as well as in operational effectiveness. The communications function involves 3 distinct areas.

1. Public Healthcare Communication

All official public healthcare information related to the influenza pandemic will be coordinated through and released in conjunction with the SC Emergency Management Division and participating agencies through the Joint Information Center (JIC) located at the State Emergency Operations Center as described in Annex 15 (ESF-15) of the South Carolina Emergency Operations Plan and in accordance with the DHEC Public Information Emergency Operations Plan.

2. Logistical Communication

Types of information to be included but not limited to are as follows: expected number of potential individuals needing treatment, number treated. These numbers will be reported on a regular basis as required to ESF-8 at the State Emergency Operations Center. The DHEC EOC will monitor all response and recovery activities through IRIS and WebEOC. The DHEC EOC will maintain communications with ESF-8, RSS Site, Region Distribution sites by email, fax, telephone, cell phone, 800 MHz radio,

Requests from the county emergency operations center for antivirals or other health and medical services will be either called into the SEOC by telephone, transmitted via WebEOC or by radio. The State Emergency Operations Center (SEOC) Operations Tasking Group (OTG) will task any such requests for health and medical services to ESF-8. DHEC representatives in ESF-8 will task either a support agency or the appropriate DHEC program area. This procedure is consistent with the request procedure found in the ESF-8 SOP.

Requests from DHEC Health Regions to the DHEC EOC will be tasked by DHEC EOC personnel to the appropriate program areas within DHEC. Requests for support from outside the agency for Health Region response will be requested by the DHEC EOC thru ESF-8 or directly by the Health Region through the OTG at the SEOC. Completion of all tasks will be reported to the DHEC representatives in ESF-8 at the SEOC for inclusion in the periodic situation reports. This procedure is consistent with the request procedures found in the ESF-8 SOP.

3. Equipment

Pager and/or cell phone will electronically tether all SNS function and area leads. These numbers are operational 24 hours/day, 7 days per week. The State Emergency Operations Center, the DHEC Emergency Operations Center, the RSS site, and the Region Distribution Sites will be in communication by 800 mhz 2-way radio, which are linked by a wide area communications systems that covers the entire state. These radios are currently available within the agency through the Bureau of Information Services. Additional communications for RSS and other pandemic response operations will be requested through the State Emergency Operations Center

ESF-2. These include providing additional telephone lines to the RSS, radios, cellular phones, satellite phones, computer terminals, internet access, pagers, teleconferences and telephone bridge requirements.

O. Security and Transport:

The security and transport functions will be provided through the SEOC by ESF-1, ESF-8, ESF-13 and ESF-15. Transportation to the Region Distribution Sites will be provided through ESF-1 and the SC Department of Transportation (SCDOT) by an agreement between the SCDOT and the SC Trucker's Association. Numbers of vehicles needed will be coordinated among SCDOT, the SC Truckers Association, SLED and the DHEC RSS management team at the time the shipments are to be made. Backup transportation will be supported by the SC Army National Guard (ESF-15). The South Carolina Air and/or Army National Guard have been tasked with providing security at the RSS site. The SC Law Enforcement Division (ESF-13) has been tasked with traffic control, security, routing and escort in transport to the Region Distribution Sites and with coordinating security with local law enforcement at the Region Distribution Site. The Region SNS plan will provide for all local/regional pandemic response security, transport and traffic control including Region Distribution site.

** At this time the DSNS has not determined the notification plan as to arrival of ; the security in transport to the state RSS site or through the state; the pre-credentialing of the delivery drivers nor the shipping time frames for the third deployment. ***

V. **ESF ACTIONS**

The emergency operations necessary for the performance of this Attachment I to Annex 25 of the SCEOP include but are not limited to the following:

A. Preparedness

1. Develop, coordinate and maintain a written plan to implement the Pandemic Influenza Antiviral Distribution plan in coordination with the SC SNS plan.
2. Develop and maintain mutual support relationships with other governmental entities, professional associations, volunteer organizations and other private services that may assist during a pandemic influenza or other disaster.

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3. Identify, coordinate and credential personnel necessary to deploy the Pandemic Influenza Antiviral Distribution Plan.
4. Obtain and maintain memorandums of agreement with healthcare providers who agree to dispense antivirals to infected individuals in accordance with CDC antiviral priority groups, tracking and record keeping.
5. Identify and establish locations of adequate size for reception, repackaging, staging, distributing and dispensing the Pandemic Influenza antivirals and other CDC approved counter measures in conjunction with the SNS assets.
6. Identify and coordinate current inventories of available antiviral medication and other pandemic influenza countermeasures and medical equipment/supplies at community healthcare providers.
7. Develop and maintain standing orders and policies and procedures for the antiviral countermeasures located within the Public Health Preparedness Pharmacy.
8. Assure that DHEC Health Regions develop Pandemic Influenza Antiviral Distribution Plans in coordination with the State Pandemic Influenza plan and the State and Region SNS plan.
9. Develop and maintain training and training exercises for related areas of Pandemic Influenza Antiviral and other approved countermeasure management.

B. Response

1. Assess the situation and determine if potential or actual pandemic may exceed local medical supplies.
2. Facilitate the collaboration of state and local officials to determine whether to request federal assistance.
3. The DHEC Commissioner will request of the Governor the declaration of a “State of Emergency”, “Public Health Emergency” and the activation of the “Emergency Health Powers Act”.
4. Accept antiviral medications, masks, ventilators and other DSNS materiel from the CDC upon delivery once WHO declares Phase 4 of

an influenza pandemic. Request additional hold back 10% of materiel from the CDC if required.

5. Notify the DHEC Regions Health Directors of the transfer of the antivirals to the SC RSS site from the Public Health Preparedness Pharmacy and request the implementation of the Region Pandemic Influenza Antiviral Distribution plan(s).
7. Notify SEOC of the transfer of the antivirals by the state and the shipment of the state allocation from the CDC to the SC RSS site.
8. Notify SNS RSS location of expected arrival of the antivirals and other medical materiels.
9. Notify and coordinate the agencies and organizations involved in the staging of the antivirals and other medical materiels.
10. Notify and coordinate the agencies and organizations involved in the support of the individuals involved in the staging of the antivirals and other medical materiels.
11. Notify and coordinate the agencies and organizations involved in the transport of the antivirals and other medical materiels.
12. Notify Region Distribution sites and/or Region Directors of the arrival of the antivirals at the SC RSS warehouse. Notify the Region Distribution Sites and/or Region Directors of the deployment of the antivirals to the Region Distribution Site. Insure that the healthcare providers who have signed the memorandum of agreement to dispense the antivirals in accordance with CDC recommendation are notified of the deployment by the DHEC Region Director.
13. Coordinate with ESF-1 transport of the antivirals and other medical materiels from the RSS site to the Region Distribution site(s) for distribution to the identified healthcare providers.
14. Coordinate with ESF-13 routing and security for the antivirals in transport from the RSS site to the Region Distribution site.
15. Coordinate with ESF-2, Budget and Control Board, the use of additional 800 Mghz radios and the installation of phone and data lines at the RSS site.

C. Recovery

1. Determine the need for additional medical supplies, other medical countermeasures or antiviral medication in conjunction with the SC DHEC Region Director and the county/local emergency management officials.
2. Request additional supplies of specific items through the CDC VMI portion of the CDC-SNS program.
3. Coordinate with the DHEC Health Regions follow up with healthcare providers receiving antiviral treatment for their patients as to the reporting and tracking of all data required by the CDC.

D. Mitigation

1. Support, plan and implement mitigation measures.
2. Support requests and directives resulting from the Governor and/or CDC concerning mitigation and/or re-development activities.
3. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

VI. RESPONSIBILITIES**A. Department of Health and Environmental Control**

1. Identify, train, and assign DHEC personnel to implement Pandemic Influenza Antiviral Distribution plan.
2. Identify and obtain Memoranda of Agreement with healthcare providers to dispense antivirals to their infected patients following the CDC Antiviral priority groups, reporting, tracking and security requirements as established by the Department of Health and Human Services and DHEC.
3. Notify all supporting agencies upon implementation of the Pandemic Influenza Antiviral Distribution plan.
4. Develop mutual support relationships with professional associations and other private services and volunteer organizations that may assist during emergencies or disasters.

5. Coordinate and direct the activation and deployment of state agencies, volunteer health/medical personnel, supplies, equipment and provide certain direct resources under the control of DHEC.
6. Develop and conduct drills and exercises to coordinate distribution of antiviral medications or other countermeasures.
7. Assure that the mechanism is in place for receiving the federal supply of antivirals or other countermeasures from the Division of Strategic National Stockpile.
8. Ensure that mechanisms are in place for the temporary licensure of any drug distribution locations.
9. Insure all state and federal documentation available and in order to accept and distribute the antiviral or other countermeasures to pre-identified healthcare providers and that such documentation complies with state and federal pharmacy and drug control regulations.
10. Maintain lists of points of contact with all agencies and organizations involved with the warehouse management, inventory control, on-site security, transport, transport security, distribution, and dispensing of antiviral or other countermeasures.
12. Maintain and provide all inventory control records and distribution records of antiviral, other pharmaceutical and medical assets
13. Maintain all expense records associated with deployment of the SNS for possible reimbursement.
14. Provide personnel to operate RSS warehouse in conjunction with support partners in accordance with the SC SNS plan.
 - a. Bureau Business Management provide personnel for receiving and shipping.
 - b. Bureau of Finance provide personnel for inventory control function .

B. Office of the Governor

1. Declare a State of Emergency and a Public Health Emergency in South Carolina.
2. Activate the Emergency Health Powers Act

3. Authorize the DHEC Commissioner to request the SNS for additional medical assets.

C. Office of The Adjutant General

1. SC National Guard

- a. Identify, train, and assign SCNG personnel to maintain contact with and prepare to execute missions in support of Pandemic Influenza response during periods of activation.
- b. Provide on-site security at the RSS for Pandemic Influenza antivirals and other countermeasures .
- c. Provide personnel to perform security at the RSS site for the for Pandemic Influenza antivirals and other countermeasures.
- d. Provide warehouse facilities to receive, stage and store the antiviral medication and other countermeasures.
- e. Provide personnel to assist with receipt, staging and storage of the antiviral medication and other countermeasures at the RSS site.
- f. Provide backup transportation for the antiviral medication and other countermeasures to the Region Distribution sites.

D. Department of Labor, Licensing and Regulation, Division of Professional and Occupational Licensing:

- a. Assist with temporary licensing of health care workers, or drug distribution outlets if needed.

E. SC Hospital Association:

- a. Identify hospitals able to treat influenza patients that would be willing to sign the Department of Health and Human Services required memorandum of agreement and dispense antiviral treatment.

- b. Identify hospitals to participate in regional planning to determine local capacities for response to a pandemic influenza.
 - c. Encourage hospitals to utilize South Carolina SMARTT website to post antiviral inventories.
- G. SC Medical Association: Assist with recruitment of physicians and other primary healthcare providers to dispense antiviral medications under the Department of Health and Human Services priority groups and guidelines and have signed the required memorandum of agreement.
- H. SC Pharmacy Association
Assist with recruitment of pharmacists for emergency operations.
- I. SC Department of Commerce, Aeronautics Division: Provide contingency warehouse space for storage of antiviral medication or other pandemic influenza countermeasures.
- J. SC Baptist Convention: Provide 4 meals per day, snacks and personnel to distribute these meals/snacks for workers staffing the RSS site.
- K. South Carolina Law Enforcement Division: Determine routing and provide security in transport and escort during transport to the Region Distribution Site. Coordinate hand off of security at the Region Distribution site with local law enforcement.
- L. South Carolina Department of Transportation: Coordinate transportation of the antivirals or other countermeasures to the Region Distribution sites including but not limited to determining and providing trucks and drivers based upon load size, time frame to make delivery, availability of resources.
- M. Budget and Control Board: Provide additional communication devices if needed for SNS operations.
- N. South Carolina Society of Health System Pharmacists: Identify Directors of Pharmacy at SC Hospital Association identified hospitals.
- O. South Carolina Primary Healthcare Association: Assist with recruitment of Primary Care Centers to dispense antiviral medications under the Department of Health and Human Services priority groups and guidelines and have signed the required memorandum of agreement.

VII. FEDERAL INTERFACE

- A. This annex has no counterpart in the National Response Plan.

VIII. COUNTY INTERFACE

In conjunction with the DHEC Health Regions, county governments will provide security at the Region Distribution site, security in transport from the Region Distribution site to the identified healthcare providers.

IX. ADMINISTRATION AND LOGISTICS

1. General Reporting Requirements
 - a. Personnel hours will be recorded as the individuals normal program area code and will use the disaster (999) activity code.
 - b. Equipment/supply costs will be recorded with the emergency procurement code (7999001)
2. General Support Requirements
 - a. Meals at the RSS site will be supplied by the SC Baptist Convention.
 - b. Shift tours
 - c. Security/badging will be accomplished by roster and verification of identity by DHEC identification badge, response partner support agency identification badge or other government issued identification.
3. Policies on augmenting response staff
 - a. DHEC Administrative Manual Policy A.514 rev. 05/2003
4. Resource Management. May include financial record keeping, reporting procedures, tracking resource needs, sources, use, cost.

DSNS ALLOCATION & DISTRIBUTION FLOWCHART

